Enterprise Systems Development Scrums

# **Meeting 1**

**Date:** 29/10/2018

## **Attendees:**

* Jake Chapman
* William Blackie
* Connor Hill
* Jonas Arud
* Tom Vanlaer-McCanna

## **Agenda:**

* Analyse project.
* Breakdown sprint into tasks assigned to team members.
* Begin design process.

## **Actions:**

* Created project repository on GitHub.
* Analysed the project and discussed its design implementation.
* Collaboratively created UML design documentation.
* Tasks managed for the first sprint.

## **Tasks:**

|  |  |
| --- | --- |
| **Task** | **Assigned** |
| Create Database and SQL | Jake Chapman, William Blackie |
| Login Implementation | Jonas Arud, Connor Hill |
| Gantt Chart + Task delivery form | Connor Hill |
| Database + Login testing | Tom Vanlaer-McCanna |

# **Meeting 2**

**Date:** 12/11/2018

## **Attendees:**

* William Blackie
* Connor Hill
* Jonas Arud
* Tom Vanlaer-McCanna

## **Agenda:**

* Assign next set of tasks
* Review completed tasks

## **Actions:**

* Assigned tasks for next sprint
* Split into teams to increase project functionality
* Completed user interface design

## **Tasks:**

|  |  |
| --- | --- |
| **Task** | **Assigned** |
| Implement customer functionality | Connor Hill, Tom Vanlaer-McCanna |
| Implement driver functionality | William Blackie, Jake Chapman |
| Implement head office functionality | Jonas Arud |
| Complete user interface design | Connor Hill |

# **Meeting 3**

**Date:** 19/11/2018

## **Attendees:**

* William Blackie
* Connor Hill
* Jonas Arud
* Tom Vanlaer-McCanna

## **Agenda:**

* Review completed tasks
* Assign sprint backlog
* Aid members who are struggling

## **Actions:**

* Assigned tasks for next sprint
* Discussed feedback from sponsor
* Reviewed completed tasks
* Set tasks for next sprint
* Helped members who needed it

## **Tasks:**

|  |  |
| --- | --- |
| **Task** | **Assigned** |
| Continue work on driver area | William Blackie, Jake Chapman |
| Continue work on customer area | Connor Hill, Tom Vanlaer-McCanna |
| Continue work on admin area | Jonas Arud |
| Complete necessary documentation | Whole group |

# **Meeting 4**

**Date:** 26/11/2018

## **Attendees:**

* William Blackie
* Connor Hill
* Jonas Arud
* Tom Vanlaer-McCanna

## **Agenda:**

* Review completed tasks
* Assign sprint backlog
* Assess essential tasks for test cases
* Assign essential tasks to members

## **Actions:**

* Assigned tasks for next sprint
* Discussed feedback from sponsor
* Reviewed completed tasks
* Set tasks for end of sprint
* Peer-reviewed final branch commits before merge

## **Tasks:**

|  |  |
| --- | --- |
| **Task** | **Assigned** |
| Finalise driver user area | William Blackie, Connor Hill |
| Finalise admin user area | Jonas Arud |
| Finalise customer user area | Connor Hill, Tom Vanlaer-McCanna |
| Complete necessary documentation | Whole group |

# **Meeting 5**

**Date:** 03/12/2018

## **Attendees:**

* William Blackie
* Connor Hill
* Jonas Arud
* Tom Vanlaer-McCanna

## **Agenda:**

* Discuss need to complete work of another member.
* Divided up remaining uncompleted tasks between members
* Final tweaks before submission

## **Actions:**

* Assigned tasks for next sprint
* Discussed feedback from sponsor
* Reviewed completed tasks
* Set tasks for end of sprint

## **Tasks:**

|  |  |
| --- | --- |
| **Task** | **Assigned** |
| Final tweaks before submission | Whole group |
| Take on uncompleted tasks | William Blackie, Connor Hill |
| Implement final admin changes | Jonas Arud |
| Produce final test documents | Tom Vanlaer-McCanna |